

**NEW TOWER & ADDITIONS TO TOWER REQUIREMENTS**  
**GILA COUNTY COMMUNITY DEVELOPMENT BUILDING SAFETY DIVISION**

**Required Before Submitting Plans:*****REQUIRED    SUBMITTED    APPROVED*****Conditional Use Permit:**      (except in unzoned area)
☐      ☐      ☐
**Zoning Clearance:**
☐      ☐      ☐
**PDI:** (Pre-Development Information Request)
☐      ☐      ☐
**Floodplain/Drainage:**

Floodplain Use Permit or Clearance

☐      ☐      ☐

Grading Permit/ROW (culvert) Permit/ Drainage Permit

☐      ☐      ☐

Payson-928-474-7118    Globe: 928-402-8505

**Waste Water Clearance:** If the tower is near a septic
☐      ☐      ☐

Payson-928-474-7110    Globe: 928-402-4223

**Fire Department Approval:** for any new towers
☐      ☐      ☐

Pine/Strawberry 928-476-4272, Ellison Creek SH, Ellison Creek Est, Mead Ranch,

Collins Ranch, Tonto Village, Thompson Draw, Diamond Point SH, Bear Flat—

Contact Hellsgate Fire District 928-474-3835, Tri-City Fire 928-425-0815

**Power of Attorney/ Letter of Permission from Property Owners:**
☐      ☐      ☐

Lease agreements will work

**Plans:**

Engineered Tower Specifications

include calculations

☐      ☐      ☐

Engineered Foundation Specifications

include calculations

**The engineer needs to provide a stamped letter stating that the weight of the new additions will not impact the structural integrity of the existing tower.**

Two sets of plans (18"x24" Minimum or 24"x36" Maximum)

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Two Copies of Site plan (8 ½ x11 or Larger)

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***PLAN REVIEW FEES ARE DUE AT TIME OF SUBMITTAL*****OFFICE USE ONLY**

Assessor Parcel Number/ Parcel File Research

☐      ☐      ☐

Owner name, mailing address, phone number, physical address

☐      ☐      ☐

Owner-Builder Statement

☐      ☐      ☐

Contractor Information-(Copy of license with expiration date)

☐      ☐      ☐

Legal Access (specify if public, private or by easement)

☐      ☐      ☐

745 N Rose Mofford Way, Globe, Arizona 85501  
 Phone: 928-425-3231 or 1-800-304-4452 EXT 4224, Fax 928-425-0829  
 608 East Hwy 260, Payson, Arizona 85541  
 928-474-9276 Fax 928-474-0802